

25 February 1954

MEMORANDUM FOR: Deputy Director/Administration

ATTENTION OF : Management Improvement Staff

SUBJECT : Transfer of Ceiling Slot to Far Eastern Division

1. In accordance with the attached memo, which has been concurred in by DD/P (Admin.) and the FE Division, it is requested that one ceiling slot be transferred to the FE Division from the present GSA allocation.

2. The transfer of the ceiling slot is with the understanding that at the termination of the Subject's assignment the slot will revert to GSA.

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Assistant to DD/P (Admin.)

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